Department of Elementary and
Secondary Education

Lisa Walters
Library Media and
Technology Consultant

(573)526-4900

lwalters@mail.dese.state.mo.us

MEDIA AND TECHNOLOGY

October 2000

TABLE OF CONTENTS

I CAN'T BELIEVE….

- It is October 2000. It seems yesterday everyone was talking about the collapse of computers (or the world) on January 1.
- This newsletter is over a month late.
- I had back surgery this summer and am still not in the office full time.
- 3rd cycle MSIP starts in just one year.
- I have been with the Department four years and already have three months of my fifth year completed.
- First quarter grade cards have been prepared and distributed (at least to my child).
- Governor Mel Carnahan is no longer in office.

I hope your year started successfully. I am sure you have a list of I Can't Believe…. items also. Some of the items may be similar to mine but I am sure there are many different things also.

DATES TO REMEMBER

- November 11, 2000 MASL Fall Seminar
    - Rock Bridge H.S. - Columbia
- April 22nd-24th 2001 MASL Spring Conf. Tan-Tar-A

DESE WEB SITE

Information for library media specialists is available on the DESE web site. The site address is
http://www.dese.state.mo.us/divinstr/curriculum/lmcindex.htm

MASL FALL SEMINAR, 2000

*How School Librarians Help
Kids Achieve Standards*

Join Marcia Rodney, co-author of the Second Colorado Study, in exploring the elements of school library media programs that directly effect student achievement. As keynote speaker, Ms. Rodney will define how

program development, collaboration between library media specialists and teachers, information technology resources, and individual student access to the LMC through flexible scheduling combine to create "outstanding" library programs that tend to drive up test scores. Breakout sessions by practitioners will give you the "how to" on these critically important topics:

- Research Using The Web
- Flexible Scheduling
- Collaboration
- Developing Leadership Skills
- Program Development

This research will empower you with the information you need for administrative support! Providing the most skilled library staff and a state-of-the-art, interactive media center is a sound investment in student achievement." - Library Research Service

Saturday, November 11
Rock Bridge High School
4303 S. Providence Rd.
Columbia, Missouri

- *Creative Scheduling: A Win-Win Formula*
Barbara Diment, Elementary LMS, KCMO
Session I

This workshop explores the positives and pitfalls of flexible scheduling. How do you create enthusiasm in reluctant faculty and impact student learning? Learn from a 10-year practitioner.

- *From Fixed to Flexible - Making the Journey*
Joyce Needham, Elem LMS Springfield
Session II

A look at one LMS's flexible, integrated, collaborative program, followed by a

discussion of key elements for a successful program. Will present ideas to overcome the roadblocks that prevent implementation.

- *Applying Sound Principles of Research Using the Web*
Floyd Pentlin, H.S. LMS Lee's Summit
Session I & II

Students are using the Web for research more each year and their projects may be presented in a variety of formats. This workshop will explore some of the adaptations LMS's need to make to keep the research process meaningful. Will discuss bibliographic construction, ethical use and evaluation of information.

- *Partnerships for Learning*
J.B. Petty, SMSU
Vickie Holyfield, MS LMS, Perryville
Session I & II

Collaboration between teachers and library media specialists yields higher test scores, according to the Colorado Study. This workshop will present examples of successful collaborative strategies and techniques.

- *Developing Leadership Skills That EmpowerYour LMC Program*
Dale Guthrie, Marianne Fues, Karen Vialle K-12
Session I & II

Three MASL Presidents will share highlights from the MASL Leadership Academy to help you leverage your expertise in building Information Power capacity in your school.

- *Essentials of Library Media Center Program Development*
Marcia Rodney, Keynote Speaker K-12
Session I & II

Further explore how well-staffed, well-stocked, and well-funded programs improve test scores. Statistical documentation will show the importance of these factors.

2000- 2001 MARK TWAIN AWARD MASTER LIST

**Submitted by Frederica Coleman,
Mark Twain Chair**
fcoleman@pkwy.k12.mo.us

AUTHOR	TITLE
Nancy Antle	*Lost in the War*
Gary Blackwood	*The Shakespeare Stealer*
Patricia Calvert	*Sooner*
Elisa Carbone	*Stealing Freedom*
Cynthia DeFelice	*The Ghost of Fossil Glen*
Sid Fleischman	*Bandit's Moon*
Vicki Grove	*Reaching Dustin*
Pamela Smith Hill	*A Voice from the Border*
Will Hobbs	*The Maze*
Johanna Hurwitz	*Faraway Summer*
Kathleen Karr	*The Great Turkey Walk*
Theresa Nelson	*The Empress of Elsewhere*
Richard Peck	*A Long Way From Chicago*
Louis Sachar	*Holes*
Mindy Warshaw Skolsky	*Love From Your Friend, Hannah*
Roland Smith	*Sasquatch*
Zilpha Keatley Snyder	*Gib Rides Home*
Elizabeth Van Steenwyk	*A Traitor Among Us*
Carol Lynch Williams	*If I Forget, You Remember*
Elvira Woodruff	*Dear Austin*

The 2001-2002 Mark Twain Award Selector List is currently being read and rated by forty-four reader/selectors who represent fourteen state organizations and sixteen Missouri students of grades 4 through 8. The reader/selectors will submit their rating ballots by December 1, 2000, from which the twenty 2001-2002 Mark Twain Award Nominees will be determined.

MASL members are encouraged to **submit titles now for the 2002-2003 Mark Twain List**. The books are to have a 2000 copyright, be of literary value to 4th through 8th graders, and be written by an author living in the United States. **Submit your titles to Frederica Coleman, Mark Twain Award Committee Chair: email fcoleman@pkwy.k12.mo.us; mail - 2223 Centeroyal Dr., Des Peres, MO 63131; FAX 314-415-7334; or notify any MTA committee member.**

Promote reading in your school with the 2000-2001 Mark Twain Award video ($35) and other MTA promotional items.   **MTA promotional items may be ordered from Stephanie Vergara, MASL Service Agent: email –   masl@il.net ; mail - 1552 Rue Riviera, Bonne Terre, MO 63628; or FAX - 573-358-1053.**

Promotional items will also be available at Fall Seminar. Mark Twain busts are available only at Fall Seminar and Spring Conference. You may reserve them for pick-up at those times.

Standards for Missouri School Library Media Centers

In December 1999, a group of superintendents and library media specialists met to discuss the 1996 Standards for Missouri School Library Media Standards. The group discussed areas in need of revision and in the end, there were few changes. The majority of change was in the area of clarification and formatting to help understanding. Please refer to the February 2000 newsletter for more details.

I developed worksheets for periodicals and professional collection. The revised Standards and ALL worksheets / report sheets are available on the web www.dese.state.mo.us/divinstr/curriculum/lmcindex.htm

Average Book Prices
School Library Journal 9/12/00

	1999	2000
Avg Price	16.66	17.57
Preschool to grade 4	15.97	15.55
Grade 5 + fiction		15.91
Grade 5 + nonfiction		21.26
	1997	1998
H.S. fiction	21.40	21.92
H.S. nonfiction	51.80	50.82

3rd cycle MSIP
Standards and Indicators
*DRAFT definitions – end of newsletter

6.8   **Library media center (LMC) resources and services are an integral part of the instructional program.**

1.   The library media staff collaborates with the instructional staff to integrate library media resources into the curriculum.
        -Resources are selected by the library media specialist with input from students and faculty.
        -The library media specialist and teachers jointly plan and deliver instruction to integrate information literacy skills into the curriculum, as outlined either in a library skills guide or in other appropriate curriculum guides.
        -The library media specialist assists all student populations and staff with individual and class projects.
        -Each LMC is readily available and accessible to all students and staff throughout the school day, before and after school, and throughout the school year. A flexible LMC schedule is in effect at all levels.
        -Each LMC uses educational/informational technology to provide users access to internal and external resources (e.g., community resources, the Internet, on-line data bases, computer networks).

2.   The LMC policy and procedures handbook is cooperatively developed and includes:
        -program objectives aligned with the district's CSIP and student performance data
        -evaluative criteria for the LMC program
        -board-adopted policies for confidentiality, copyrights, selection, reconsideration, an acceptable use policy for accessing the Internet, and an intellectual access policy for all LMC resources which have been reviewed within the last five years

3.   Each LMC annually reviews its resource collection using the following guidelines:
        -All materials are cataloged, classified, and processed.

-An electronic catalog and circulation system is in place.
-Collection-analysis evaluation techniques, including culturally-diverse/equity criteria and criteria directly related to identified instructional needs, are used to identify specific strengths and weaknesses of the resource collection and to guide new purchases.
-The criteria outlined in the state's library media standards publication are used to evaluate the collection and complete the Core Data reports on LMC resources.

4. The district addresses needs related to the LMC facilities, the resource collection, staffing, and research and information-skills instruction in its CSIP.

For complete MSIP manuals,
http://www.dese.state.mo.us/divschsvc/msip/index.html -- scroll to 3rd cycle 2001-2006.

SAMPLE EVALUATIVE CRITERIA
6.8 #2

WHEN	WHAT	RESPONSIBLE	REPORTED
Annually	Planning and Evaluation worksheet	Building LMS	District LMC Coordinator Building Prin
Annually	Core Data Report	Building LMS, District Coordinator, District Core Data Person	Building Prin Supt.
Monthly	Circulation Reports	Building LMS	District LMC Coordinator
Annually	Survey - grade 4,6,8,10, and 12 students	Building LMS	District LMC Coordinator Building Prin
ETC	ETC	ETC	ETC

National Board for Professional Teaching Standards

Pilot testing of the National Board for Professional Teaching Standards
is due to begin January 2001. If you are interested in getting more information about the test, check http://www.nbpts.org/nbpts/ (scroll and look under NEW and then library media specialists). The invitation to apply for the pilot program is linked to library media specialists.

Thanks to Linda Esser, for sending information about the testing.

Linda Esser
Assistant Professor
221H Townsend Hall
School of Information Science and Learning
    Technologies
University of Missouri-Columbia
Columbia, Missouri 65211
573-882-1023

Have a great year!!!

Lisa

MEMORANDUM

TO: Missouri Academic, Special, Institutional, and School Libraries

FROM: Sara Parker, State Librarian

SUBJECT: **Fall 2000 Library Grant Opportunities**

The Secretary of State and I are pleased to offer to Missouri libraries several exciting opportunities to improve library service through the use of federal Library Services and Technology Act (LSTA) funds. These are based on priorities in *Charting Missouri's Library Future into the Next Century.*

Applications are welcome from public, academic, special, institutional and public school libraries in Missouri. Please see enclosed "Definitions" page to determine your library's eligibility.

- **Show Me Steps to Career Development**
  For assistance to library staff and public library trustees in developing library-related skills
  Application deadline: none. Applications may be submitted any time during the year.

- **Libraries Helping Libraries.**
  To improve library service by sharing expertise between libraries.
  Application deadline: none. Applications may be submitted any time during the year.

For more information about any of these grant programs, please visit our website at:
http://mosl.sos.state.mo.us/lib-ser/libdev/grants/grants.html or call Nancy Howland at 1-800-325-0131.
To obtain application forms: Download from our website, call Stacie at 1-800-325-0131, email
howlan@sosmail.state.mo.us, or fax or mail the enclosed request form.

Missouri Five-Year State Plan
For the Use of
Library Services and Technology Act (LSTA) Funds
Fiscal Years 1998-2003

Definitions:

A.   A <u>public library</u> is a library established and maintained under the provisions of the library laws or other laws of the state related to libraries, primarily supported by public funds and designed to serve the general public.

B.   A public elementary school or secondary <u>school library</u> is a library controlled and operated by publicly supported elementary or secondary schools, and designated to serve faculty and students of that school.

C.   An <u>academic library</u> is a library which is controlled and operated by a two (2) or four (4) year college or university, either publicly supported or private, and which is designated primarily to serve faculty and students of that college or university.

D.   A <u>special library</u> is a library established by an organization and designed to serve the special needs of its employees or clientele. A special library must have an appropriately trained librarian, an organized collection, a minimum of 20 hours of service per week, with some opportunity allowed for service to the public or a strong commitment to resource sharing. They include both private libraries and publicly funded libraries, such as those serving mental health facilities, correctional institutions, and government agencies.

E.   A <u>library consortium</u> is any local, statewide, regional, interstate, or international cooperative association of library entities which provides for the systematic and effective coordination of the resources of school, public, academic, and special libraries and information centers, for improved services for the clientele of such library entities.

Reprinted from LSTA plan, submitted April 1, 1997, page 8.
1/2/98, B. Reading

Show Me Steps To Career Development

What is this grant program? Show Me Steps to Career Development is a continuing education (CE) program for Missouri library personnel and public library trustees available through the Library Services & Technology Act (LSTA). Through this program, the State Library will provide financial assistance for library staff and public library trustee participation in continuing education and training opportunities when local funds cannot finance the entire cost.

What types of continuing education activities are eligible? Significant library-related continuing education or training opportunities eligible for this program include (but are not limited to): (1) Regional, state, and national workshops, pre-conferences, conferences, seminars or other development programs offered by professional associations or other appropriate public or non-profit entities. (2) Technical or special training sessions offered by non-profit providers appropriate to the operational or service needs of the applicant's library. *NOTE: Training provided by commercial, for-profit vendors is generally ineligible. (3)* Single community college courses having direct application to the improvement of the applicant library's operations or service. *NOTE: Academic course work toward an undergraduate or graduate degree, on or off campus, is not eligible.* The CE activity must be either in-state or offered in the 48 contiguous states of the United States.

Who may apply? Eligible participants are staff members and trustees of public libraries certified to receive State Aid. Other eligible participants are school libraries, academic libraries, special libraries, or library consortia as defined in the *Missouri Five Year Plan for the Use of LSTA Funds.* See attached "Definitions." A library staff member who has been permanent full- or part-time staff for at least six (6) months, or a trustee who has at least one year remaining on his/her term of board membership prior to the date of the activity applied for. The prospective CE participant must be accorded release time by the library or administrative unit without loss of salary or personal leave time.   Previous recipients cannot apply two consecutive times to attend the same continuing education event. Preference will be shown to first-time participants and/or those whose attendance at the desired educational activity addresses a documented need of the library. The number of staff from a single institution may be limited to encourage a fair and wide representation of the library community.

What amount of funds may be requested? Maximum: none. Minimum: $150

Are local matching funds required? Yes. A 25 to 50 percent match is required.

For what will this grant pay? *Eligible expenses include, but are not limited to:* Registration fees; transportation by air, bus, train; motor vehicle mileage; lodging; meals; other expenses such as miscellaneous travel (e.g., taxi or shuttle fare from the airport or bus/train station to the hotel and/or CE activity site); or program-related costs, including substitute staff or disability accommodation, (such as a sign language interpreter or assistance for the vision impaired). Budgeted costs must be deemed reasonable by the State Library. *Ineligible expenses include, but are not limited to:* registration late fees; hotel room service fees; charges for academic course credit; personal entertainment activities; transportation charges for sight-seeing, shopping, etc.

How are grant payments made? Awards are made to and administered by the library/administrative unit of employment. Award funds are forwarded to the library or administrative unit which shall in turn reimburse the CE participant for any out-of-pocket expenses as listed on the grant application. Reimbursement to the CE participant shall be from federal grant funds and matching local funds at the percentage described in the award. Payment will be forwarded upon submission of the final report, receipts, photocopies of canceled checks, and/or meal diary, as appropriate.

When can I apply?   Applications may be submitted to the State Library at any time throughout the year, but must be received at least 6 weeks before the CE activity begins.

Libraries Helping Libraries Program

A special assistance program available through the
Library Services and Technology Act (LSTA)

Do you have a big project in mind for your library? Do you need some extra advice or assistance with that project? The Missouri State Library has a grant program designed to meet your needs. It is called "Libraries Helping Libraries". The Missouri State Library will provide funding for this program through the Library Services and Technology Act (LSTA).

A library needing a type or level of assistance not currently available through the Library Development Division of the Missouri State Library may request funding for coaching assistance from another library.

The application process is simple. The director of the requesting (project) library submits a Request for Assistance application form which includes a summary paragraph identifying the area(s) of coaching assistance needed and describing the objectives of the project.

The State Library will arrange for a mentor from another library to meet with you and give his/her verbal and informal advice. Mentors are not generally expected to produce any formal written plans or recommendations.

This program provides funding to the mentoring library for the mentor's time and expenses (mileage, meals, lodging) for up to five days.

Requests for Assistance may be submitted any time during the year.

For further information, contact:

Nancy Howland, Library Consultant, LSTA
Phone (800) 325-0131 or fax (573) 751-3612
e-mail: howlan@sosmail.state.mo.us

8/00

Missouri State Library

GRANT APPLICATION REQUEST

August 2000

To request application materials:

Fax this form to (573) 751-3612,
or mail to:

Nancy Howland, Library Consultant, LSTA
LSTA Grant Application Request
Missouri State Library
600 West Main Street, P.O. Box 387
Jefferson City, MO 65102-0387

Please send the application materials checked below to:

Name: _____

Library/Institution: _____

Address: _____

_____ZIP: _____

Phone: _____FAX: _____

Email: _____

Please check all items you would like to receive:

_____   Show Me Steps to Career Development Grant Application

_____   Libraries Helping Libraries Grant Application

Application forms may also be obtained by calling 1-800-325-0131, or downloading from our website at: **http://mosl.sos.state.mo.us/lib-ser/libdev/grants/grants.html**

Library Media Service MSIP

Definitions

District documentation will include samples that reflect all grade levels, activities and schools within the district. A complete set of documentation including all grade levels should be available at building level.

Flexible Scheduling

A flexible LMC schedule reflects the instructional program of its school. This type of schedule builds day by day, week by week, as the LMS collaborates with teachers, planning, designing, and scheduling learning activities to be delivered at the point of need. The entire LMC schedule is created by the LMS in collaboration with classroom teachers and provides opportunities for individual students, small groups, and classes to visit the LMC when there is a need. Scheduling time for whole class visits will vary from day to day and week to week depending on learner needs. (The LMS is not to be used for release/planning time for teachers)
Possible documentation might include:
> *Weekly schedules*
> *Notes from planning meetings with teachers and grade levels*
> *Samples of research based learning projects which are collaboratively planned and*
> > *curriculum driven.*

Collaborative Planning (information skills instruction)

In preparation for a class visit to the LMC, the LMS and the teacher(s) involved plan the students' assignments; assign responsibility for teaching the relevant skills; determine student activities and the content of the final product; and access the process and results.

Integration

Library and information literacy skills are incorporated into and aligned with the curriculum through the collaborative planing process. Skills are not taught in isolation but instead, are interwoven throughout the school's curriculum.

Literacy Skills

An information literate student is an effective seeker and user of information. Their understanding of literacy is defined through the nine standards identified in *Information Power** within the following three areas:
> Information Literacy
> > The student who is information literate:
> > > accesses information efficiently and effectively.

evaluates information critically and competently.
uses information accurately and creatively.

DRAFT

Independent Learning
> The student who is an independent learner is information literate and
>> pursues information related to personal interests.
>> appreciates literature and other creative expressions of information.
>> strives for excellence in information seeking and knowledge generation.

Social Responsibility
> The student who contributes positively to the learning community and to society is information literate and
>> recognizes the importance of information to a democratic society.
>> practices ethical behavior in regard to information technology.
>> participates effectively in groups to pursue and generate information.
> *Information Power: Building Partnerships for Learning*

Educational Information Technology

The use of technological processes and resources by the student when seeking information to enhance learning. The library media program must have a full range of print and electronic technologies available as defined in *Standards for School Library Media Centers*. (Refer to 6.8.1.e)

Core Data Report

An electronic DESE report that must be submitted annually for each LMC facility, by the library media specialist on form 07 and 07A by June 30th. The report includes information about both the library media program budget and collection.

Comprehensive School Improvement Program (CSIP)

The CSIP document is a plan developed by the school district and reviewed annually. This plan should reflect the strategies developed by the school district to address the recommendations from the last MSIP Evaluation that relates to the total school program which includes the library media center.

LMC Policy & Procedure Handbook

This document should include the following:

Mission
Philosophy
Goals & Objectives (LMC & LMS)
Beliefs
Vision
Board Adopted Policies (Outlined in 6.8.2.c)

LMC program evaluation/assessment criteria (Surveys)
Day-by-day LMC operational procedures
        (circulation, processing of resources, weeding etc.)
Budget
Curriculum
Ordering procedures
Reports
        Monthly
        Annual
Other

DRAFT

Open Before and After School

The LMC is accessible (open and staffed) to students and faculty based on the number of minutes the certified staff is required to be in attendance. *Example*: The certified staff is required to be in attendance 20 minutes before class begins and 20 minutes after the students are released. The LMC should be open and staffed for students and staff at least the same amount of time.

Resource Collection

Information stored and available in a variety of formats (books, periodicals, audio tapes, videos, CDRoms, laserdiscs, software, models, art prints, posters.